



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Chris Steele • Vice-President – Bill Pease • Director – Kevin Graves • Director – Robert Leete • Director – Mark Simon

## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY

Wednesday November 4, 2015  
REGULAR MEETING 7:00 P.M.

Community Center  
1601 Discovery Bay Boulevard, Discovery Bay, California  
Website address: [www.todb.ca.gov](http://www.todb.ca.gov)

### REGULAR MEETING 7:00 P.M.

#### A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Call business meeting to order – 7:00 p.m. by President Steele

Pledge of Allegiance – Led by President Steele

Roll Call – All Present with the exception of Vice-President Pease and Director Simon

#### B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None

**President Steele** – Stated that item G-2 - Agreement for Mutual Aid and Assistance between the Town of Discovery Bay and Byron Bethany Irrigation District will be pulled from the Agenda.

#### C. AREA AGENCIES REPORTS / PRESENTATION

1. Sheriff's Office Report

**Crime Prevention Specialist Fontenot** – Provided the law enforcement report for the month of October. There was discussion between the Crime Prevention Specialist Fontenot and the Board.

2. CHP Report – No Report

3. East Contra Costa Fire Protection District Report

**Chief Henderson** – Provided an East Contra Costa Fire Protection District update. There was discussion between Chief Henderson and the Board.

4. Supervisor Mary Piepho, District III Report

**Alicia Nuchols Field** Representative – Provided an update of several projects surrounding Discovery Bay.

#### D. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report – No Report

2. County Planning Commission Report – No Report

3. Code Enforcement Report – No Report

4. Special Districts Report\*\* – No Report

\*\**These meetings are held Quarterly*

#### E. PRESENTATIONS

None

#### F. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approval of DRAFT minutes of regular meeting October 21, 2015

2. Approve Register of District Invoices

3. Approve and Record the Notice of Completion for the Well No. 7 Pump Station Project and authorize release of the Retention

**Motion By:** Director Leete to approve the Consent Calendar

**Second By:** Director Graves

**Vote:** Motion Carried – AYES: 3 – President Steele, Director Graves, Director Leete, NOES: 0, ABSENT: 2 – Vice-President Pease, Director Simon

**G. BUSINESS AND ACTION ITEMS**

1. Award of Bid for the Pump Station G Rehabilitation Project to Koch & Koch Inc. in the amount of \$60,500.00

**General Manager Howard** – Provided the details of item G-1.

**District Engineer Harris** – Provided additional details of item G-1.

**Motion By:** Director Graves to authorize the award of bid for Pump Station G Rehabilitation Project, to Koch & Koch, Inc. in the amount of \$60,500.00 with an allowance for 10% change orders; and authorize the General Manager to execute all contract documents

**Second By:** Director Leete

**Vote:** Motion Carried – AYES: 3 – President Steele, Director Graves, Director Leete, NOES: 0, ABSENT: 2 – Vice-President Pease, Director Simon

2. Agreement for Mutual Aid and Assistance between the Town of Discovery Bay and Byron Bethany Irrigation District

**Item Pulled**

3. Purchase of 1,800 Automated Water Meter Readers from National Meter and Automation, Inc.

**General Manager Howard** – Provided the details of item G-3. There was discussion between the Board, the Water and Wastewater Manager, and the General Manager.

**Motion By:** Director Leete to authorize payment to National Meter and Automation Inc. in the amount of \$155,263.50 for the Badger ORION Cellular BEACON Meter Readers; and authorize the General Manager to execute all purchase and contract documents

**Second By:** Director Graves

**Vote:** Motion Carried – AYES: 3 – President Steele, Director Graves, Director Leete, NOES: 0, ABSENT: 2 – Vice-President Pease, Director Simon

**H. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)**

None

**I. PRESIDENT REPORT AND DIRECTORS' COMMENTS**

**Director Graves** – Provided details of the East Contra Costa County Fire Protection District meeting on October 5, 2015

**President Steele** – Stated we need traffic control on Newport Drive and some of our other roads – would like to have conversations with the County.

**J. MANAGER'S REPORT – Discussion and Possible Action**

None

**K. GENERAL MANAGER'S REPORT – Discussion and Possible Action**

**General Manager Howard** – Provided the details regarding the next meeting of November 18, 2015 – Veolia Senior Vice-President Lanita McCauley Bates will provide an update.

**L. DISTRICT LEGAL COUNSEL REPORT**

None

**M. SUB-COMMITTEE UPDATES – Discussion and Possible Action**

1. Finance - None
2. Communications - None
3. Parks and Recreation - None
4. Water and Wastewater – Rick provided the details
5. Waterways - None

**N. CORRESPONDENCE – Discussion and Possible Action**

**O. PUBLIC RECORD REQUESTS RECEIVED**

**P. FUTURE AGENDA ITEMS**

**Q. ADJOURNMENT**

The meeting adjourned at 7:33 p.m. to the next regular meeting of November 18, 2015 starting at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 11-09-15

<http://www.todb.ca.gov/agendas-minutes>